DEC STD 024-2 Top Document Requirements - Formats Other Than DRB 126C

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ABSTRACT: This section defines the content requirements for Top Documents that are not DRB 126C Drawing Directories.

APPLICABILITY: Mandatory for individuals who need to originate a Top Document.

STATUS: APPROVED 04-Jan-1991; use VTX SMC for current status.

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APPROVAL: This document has been recommended for approval by the General Review Group for its category. The A1 revision is an update with clerical changes only.

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1 INTRODUCTION

1.1 PURPOSE

When a document set consists of one or two documents, a DRB 126C drawing directory format is not required. This section of DEC STD 024 establishes the rules that apply to Top Documents NOT prepared on the DRB 126C format. The purpose of these rules is to assure that the Top Document will comply with the requirements of appropriate Digital standards related to engineering documentation.

1.2 SCOPE

This standard includes general rules for listing revisions and pertinent revision control information on top documents that are not drawing directories. Specific details are included in the Digital standards that are referenced in this document.

1.3 RESPONSIBILITIES

1.3.1 Originators

Originators of Top Documents are required to follow the general rules of this standard and the specific rules of related Digital standards that apply to Top Document information content and format requirements.

1.3.2 Engineering Services Design/Drafting

The Design/Drafting group at each site is responsible for processing drawings for release to the Engineering Documentation System and shall ensure that the Top Documents produced and accepted at each site meet the requirements of this standard.

2 REQUIREMENTS

The basic requirements for all Top Documents, as stated in *DEC STD 024-0 Top Document Requirements*, are applicable. Each Top Document that is NOT a DRB 126C drawing directory shall contain the following.

a. A Top Document number block included in the title block, as described in *DEC STD 013-1 Standard Engineering Drawing Formats and Forms - General Purpose Drawing Sizes and Formats.*

b. A legend in the top margin that lists the part(s) that the document or document set describes, plus a revision for each part. Examples of these legends are shown in Figures 1 and 2.

The following subheads contain additional requirements for Top Documents in document sets consisting of one or two documents.

2.1 DOCUMENT SETS CONTAINING ONE DOCUMENT

When a part (or parts) is described by a single document, that document is the Top Document. No other documents exist that describe this part(s). The Top Document block in the title block contains the document number of that document, as shown in Figure 1.

2.2 DOCUMENT SETS CONTAINING TWO DOCUMENTS

When a part (or parts) is described by two documents, one of the documents will be the Top Document. This can be determined by using Table 1 in DEC STD 024-0.

The Top Document identifies itself in the Top Document title block. The complete document identifier (including revision) of the second document in the set will be listed above the title block, as shown in Figure 2.

The second document in the set will include the Top Document's document number in its title block. No legend in the top margin is required on this document.

Figure 1: Example of a Top Document in a One-Document Set

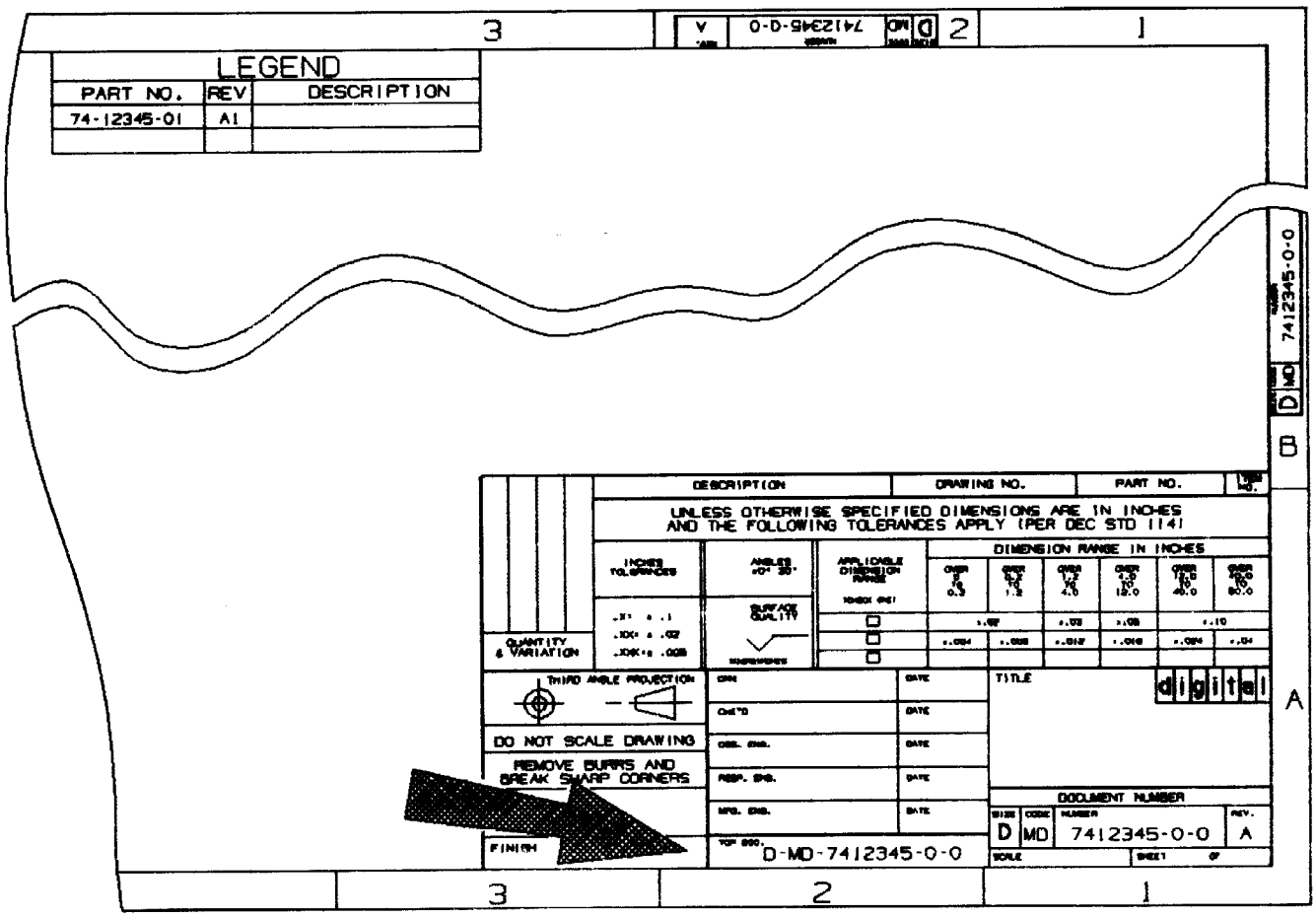
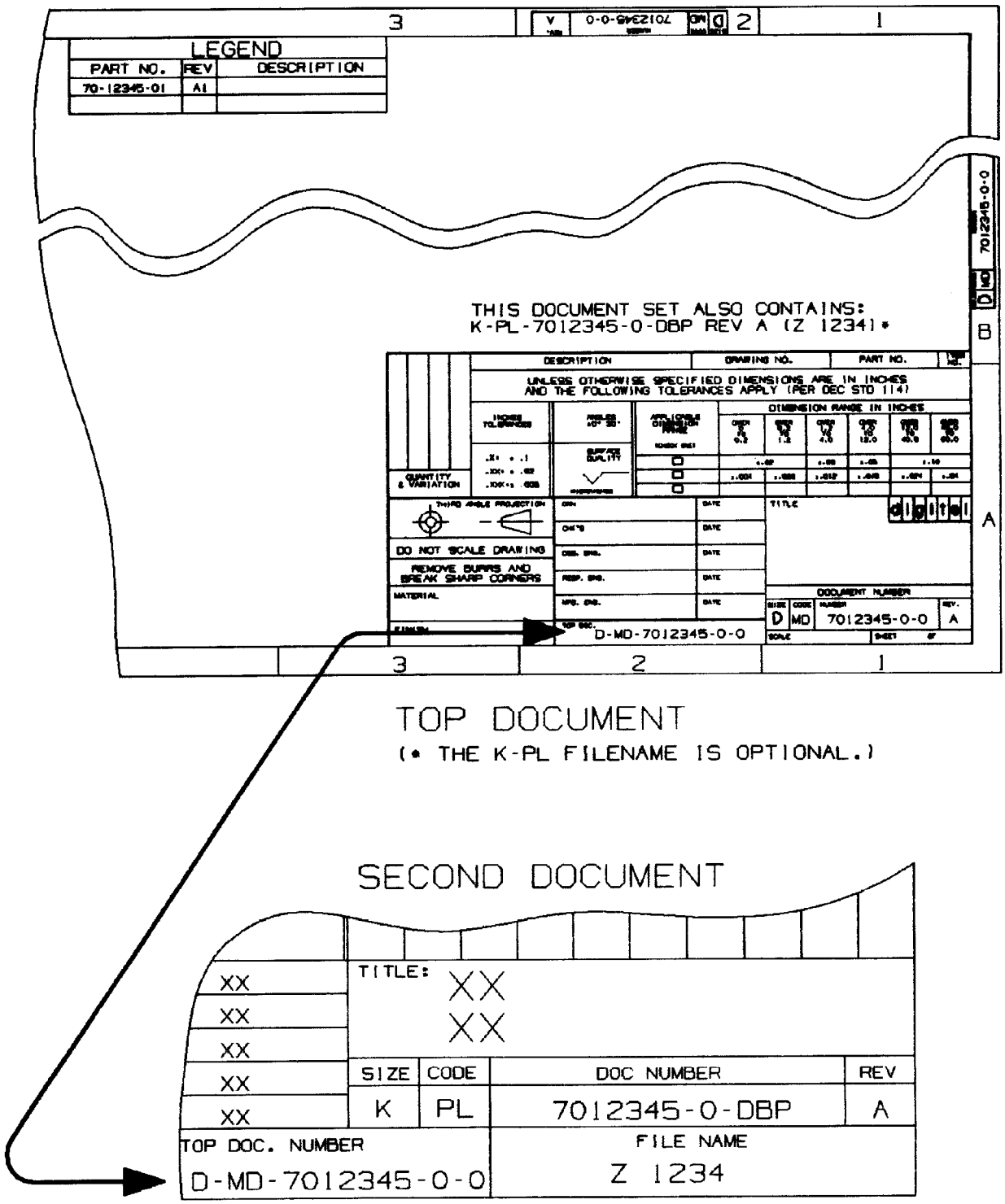


Figure 2: Example of Documents in a Two-Document Set



APPENDIX A REFERENCED DOCUMENTS

A.1 EL-Class Digital Documents

EL-Class Number	Document Title
EL-00013-01	*DEC STD 013-1 Standard Engineering Drawing Formats and Forms - General Purpose Drawing Sizes and Formats*
EL-00024-00	*DEC STD 024-0 Top Document Requirements*

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